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ABSTRACT

The long range program for library services in Arizona has been extended and revised to include fiscal years 1978/1982. Needs, goals, and objectives are reworded and reorganized in this program description. Seven major needs are identified, with documents describing each of these needs listed. Ten major goals and related objectives are listed: (1) provision of leadership at the state level; (2) strengthening of library services; (3) meeting information needs of Arizona residents through state and regional library networks; (4) offering library services to ethnic minority groups and the disadvantaged; (5) providing library services to meet information needs relevant to national priority programs; (6) providing library services to residents of state institutions; (7) identifying needs of, and developing programs for, the blind, physically handicapped, and homebound; (8) encouraging the improvement of facilities; (9) studying library conditions in the state; and (10) developing cooperative library services and programs on an interstate basis. Actions to implement these objectives are outlined with a summary of evaluation methods to be used. A hierarchical arrangement of needs, goals, and objectives includes time frame, cost, and evaluation method for each task. (KP)

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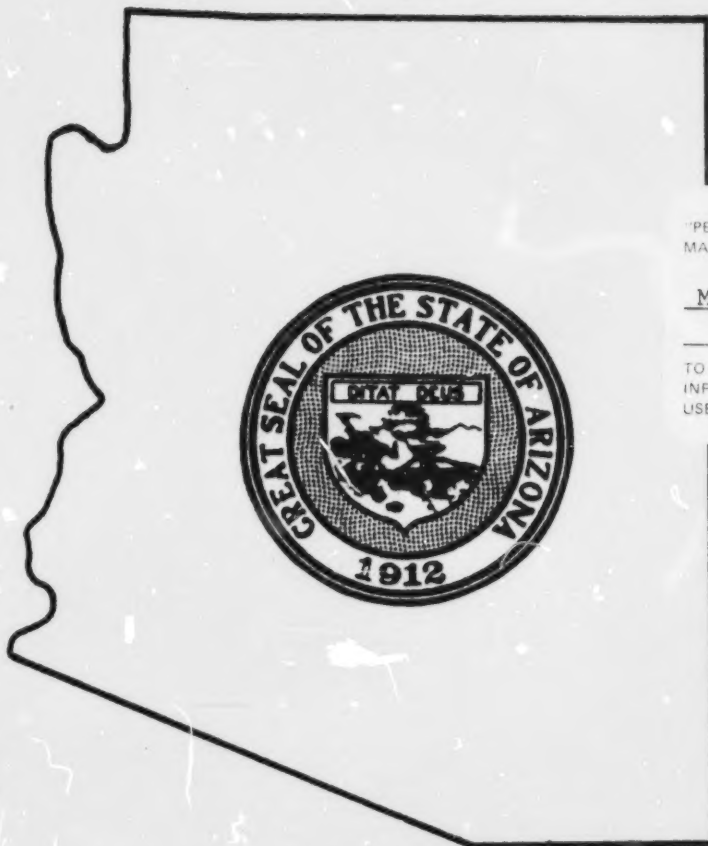
Long-Range Program

1978/1982

Revised & Extended

U.S. DEPARTMENT OF HEALTH,
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State of Arizona
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ARIZONA LONG-RANGE PROGRAM

1978/1982

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SECTION I

INTRODUCTION

The Long-Range Program for library services in Arizona has been extended and revised to include the fiscal years 1978/1982. The Needs, Goals and Objectives have been reworded and reorganized. The work on the Needs Assessment document has been postponed by action of the State Advisory Council on Libraries until a more comprehensive study can be accomplished. As an interim project, the staff of the Library Extension Service has worked on the 1978/1982 updated program. They have received valuable assistance from the State Advisory Council on Libraries, the Library Development and Legislative Committee of the Arizona State Library Association, the Program Officer, Region IX, U. S. Office of Libraries and Learning Resources and the various librarians of the County and Regional systems in Arizona.

The County Librarians held their annual Convention¹ in Phoenix, November 18, 1976. This was a very outstanding meeting as it marked the accomplishment of our goal to establish a legal County Library in each of the fourteen counties of the State. Each County was represented at the meeting. New proposal forms and new criteria for grant requests were discussed. The meeting concentrated on Minimum Service program for the counties, planning to concentrate on Minimum Service to the cities in 1977. All reported on the year's activities.

The State Advisory Council on Libraries² held four meetings during the 1976/1977 year. Mr. Jess Vela served as Chairman and Mrs. Sharon Womack served as Vice-Chairman. At each meeting, progress reports on all projects and activities were given by the Library Extension Staff. These included all funded LSCA and State Grants. Two task forces were appointed to work during the year. These were for the White House Conference and for the revision of the Needs Assessment. The funding for the Transitional Quarter grants were approved. Regional and National activities were reported and discussed. The consultants reported on various projects in detail during the year. Draft copies of the Basic State Plan, Long-Range Program, and the 1977/1978 Annual Program were approved. The final documents will be sent out for a mail poll and comments. Dr. Lawrence Leonard, Library Services Program Officer, Region IX, attended the February meeting.

Representation of the Arizona State Library Association is invited to all meetings.

The Regional Consultant attended the various meetings of the Regional Systems and the meeting of the Councils of Government within the Regions. The Regional grants were discussed and approved at these meetings. There are six Library Regions in Arizona, corresponding to the Planning Regions as organized by the Office of the Governor. The Regional Library Systems are organized and developing.

As explained above, the Needs, Goals and Objectives have been reworded and reorganized. They are listed in order of priority. The accomplishments are reflected in the tasks. The time periods and costs have been revised, and all statistics updated. The criteria, policies and procedures are shown in Section III, Action to Implement Objectives. Only new or revised exhibits are included.

In the future, current procedures will be followed. Special attention will be given to measurements and evaluation. Informational needs for input into the State Conference and the White House Conference will be assembled. It is planned that the Needs Assessment document will be revised for the State Conference use also.

September 23, 1976, the State Library Agency became the Department of Library, Archives and Public Records.³ The Legislature is the parent agency, appointing a Legislative Advisory Board each session. The Board consists of the President of the Senate and the Speaker of the House. Each appoints one other member. They have general supervision and appoint the Director of the Department. The organization⁴ and functions⁵ remain the same. The Program Divisions of the Department are: Research Library, Library Extension Service, Library for the Blind and Physically Handicapped, State Archives and Public Records and Records Management and Microfilming. The Research Library has the Special Collections for the State. These consist of law, political science and government, Arizona and Southwest history, genealogy, State and Federal documents and general reference. It serves as the State Law Library and is the Legislative Reference Library. The Library is open to the public, though borrowing privileges are limited. The Library Extension Service is charged with developing Statewide Public Library Service. It is authorized to prepare a Statewide plan, compile statistics, give professional advice and financial assistance to the public libraries and joint ventures of cooperative libraries of all types, and to develop libraries in the various institutions. The Library for the Blind and Physically Handicapped serves as the Regional Library for the Library of Congress. It is charged with developing Statewide library services for all who cannot use the normal materials found in a public library and are eligible for the service. The State Archives are defined as the official records of all municipal, County and State agencies. This program sees that all of the records are preserved, bringing them to the State Archives when necessary. The Public Records are all of the official records that are for the use of the general public. The jurisdiction of the Records Management program is the same as that of the State Archives. The work entails the orderly disposal, retention and preservation of all official records. The microfilming of records is accomplished at the Records Center.

The facilities for the Department are somewhat scattered. They are all on the State telephone switchboard with use of the Capitol centrex, the Arizona Telecommunications Systems and the In-Wats lines. Interoffice delivery is made twice a day. The Administrative offices, the Research Library and the State Archives are located in the Capitol. The Records Center is located in State owned quarters near the Capitol Complex. The Library Extension Service is housed in rented quarters as is the Library for the Blind and Physically Handicapped. Though not located in the same area, both are some twenty minutes away from the Capitol Complex.

The entire professional staff serves in a consultant capacity throughout the State whenever and wherever needed. There are twenty-nine professional positions with a total of eighty-one staff members. All of these are on the State payroll and, with the exception of the Director, are all under the State Personnel Program.

The Public Library System in Arizona is authorized under the Arizona Revised Statutes.⁶ The incorporated cities or towns have legally established municipal libraries. There are seventy-one such cities in Arizona, sixty of them having

established libraries. The remaining eleven are very small communities and are served through the County by various delivery methods. The County Systems include the unincorporated areas with the municipal libraries having the option of joining the County program. All fourteen Counties in the State now have legally organized library systems. The Regional⁷ system is organized to conform with the six State Planning Regions. All are actively organized. Joint ventures of all of these libraries, plus other special and private sector libraries are also authorized by Arizona Revised Statutes.⁸ Funding of these systems is authorized by the State, though no State appropriation has ever been made.

The Public Library system in Arizona improves in all ways each year.⁹ The growth has not been spectacular but it has been consistent. From several surveys made by the staff of the Library Extension Service, the State Grants-in-Aid¹⁰ program has been a very good incentive for improvement in the local funding. The LSCA grant programs have proved more of an incentive for new services. Though there have been many financial problems that have slowed down the increases in local funding, the budgets have been maintained. In the last ten years the Per Capita Expenditure has increased from \$.83 to \$4.48.

The impediments that are the most challenging remain the same. The demography of the State is always the largest obstacle in supplying the informational needs to all the residents.¹¹ The strong cultures of the Mexican American and American Indian populations demand many new and innovative services. There are 21 Indian Reservations in Arizona with a population of some 130,600. There are some 417,400 people in Arizona of Spanish heritage.

The 113,909 square miles that make up the State of Arizona give the State the rank of sixth largest state in the United States. There are fourteen counties, ranging in size from Coconino County, the second largest county in the continental United States with 18,562 square miles, to Santa Cruz County with only 1,240 square miles.

The population density is a major problem. Maricopa County has 136.6 persons per square mile while Mohave County has 2.9 persons per square mile. The population density of the other twelve counties ranges between these two counties with an average of 19.5 persons per square mile for the entire State. Just under 55 percent of the State population resides in Maricopa County which includes metropolitan Phoenix.

Arizona ranks first among the states in the growth in population, third in the growth of personal income. Manufacturing outranks agriculture and mining in the State. The 1970 population of Arizona was 1,175,400 with the 1976 estimate at 2,295,000. A 50 percent increase is estimated for the next five years.

Library Services in Arizona have many obstacles to overcome. The needs are great. The residents of the State are receiving improved informational services every year, problems are being solved, and the future does look very promising.

Footnotes

¹ See Exhibit No. 4

² See Basic State Plan

³ See Exhibit No. 1

⁴ See Exhibit No. 2

⁵ See Exhibit No. 3

⁶ See Exhibit No. 4

⁷ See Exhibit No. 5

⁸ See Exhibit No. 12

⁹ See Exhibit No. 7

¹⁰ See Exhibit No. 8

¹¹ See Exhibit No. 9

SECTION II

IDENTIFIED NEEDS

The accomplishments of the past seven years are reflected in this revision of identified needs. Pending the results from the Needs Assessment Committee of the State Advisory Council on Libraries, the Arizona State Library Extension Service has offered the following:

Need

1. The growth and development of the Department of Library, Archives and Public Records, particularly the Library Extension Service, need to be continued and amplified, and its services strengthened.

2. Quality library service for all Arizona residents.

On the local level - better trained staff; adequate basic collection and on-going acquisition of current materials; linkage to larger service agencies; sound budgeting practices; services related to the needs of ethnic and disadvantaged groups with particular emphasis on serving the bilingual population.

On the county level - more professional library staff, and supporting staff; an extensive current, basic collection; linkage to community and regional library agencies; adequate training in library procedures and services; centralized technical services or information.

On the regional level - regional library headquarters; advanced training and human resource sharing; document delivery service; coordinated activities among libraries; coordinated collection development and resource sharing.

Identifying Documents

Libraries for Arizona: A Plan

Libraries for Arizona: A Plan

Arizona Public Libraries
Statistical Report

Arizona Library Survey
TOWARD a NATIONAL PROGRAM for
Library and Information Services:
Goals for Action

National priorities
Population figures
Demographic data
Federal Regulations
Library Services to the Indians
of Arizona

3. Adequate library service to all residents of Arizona Institutions.

Demographic data,
Library Standards for Adult
Correctional Institutions
Library Standards for Juvenile
Correctional Institutions
Standards for Library Services
in Residential Facilities for
the Mentally Retarded
Standards for Library Services
in Health Care Institutions
Standards for Library Services
for the Blind and Physically
Handicapped
Standards for Library Media Centers
in Schools for the Deaf

4. Blind and physically handicapped persons identified and provided with full library services.

COMSTAC Report: Standards for
Strengthened Services
Standards for Library Services
for the Blind and Visually
Handicapped
Guidelines for Regional Libraries
(Blind and Physically Handicapped)

5. Adequate facilities for Arizona libraries.

Arizona Library Survey
Interim Standards for Small Public
Libraries
COMSTAC Report: Standards for
Strengthened Services
Standards for Library Services
for the Blind and Visually
Handicapped
Measurement and Comparison of
Physical Facilities of Libraries
Standards for Library Services
In Health Care Institutions
Guidelines for Regional Libraries
(Blind and Physically Handicapped)

6. Comprehensive, current information on all libraries in the state.

TOWARD a NATIONAL PROGRAM for
Library and Information Services:
Goals for Action

7. Broader participation in multi-state cooperative activities.

TOWARD a NATIONAL PROGRAM for
Library and Information Services:
Goals for Action

GOALS

1. Provide leadership at the State level through the Department of Library, Archives and Public Records and the consultant service of its Library Extension Service.
2. Strengthen and expand library services for all residents of Arizona through local, county, and regional systems.
3. Supply the informational needs of the residents of Arizona through state and regional library networks, coordinating the resources of school, public, academic and special libraries.
4. Offer library services to meet the special needs of American Indians, Mexican-Americans, other ethnic minority groups, persons with limited English-speaking ability, and disadvantaged as defined in Federal Regulations.
5. Provide library services to meet informational needs relevant to national priority programs on the Right to Read, Drug Abuse, Career Development, Early Childhood Education, Aging, Bilingual and Environmental Education.
6. Provide library services to meet the needs of the residents of state institutions.
7. Identify the blind, physically handicapped and homebound, ascertain their needs, and develop programs to meet these needs.
8. Encourage the improvement of facilities to provide adequate and attractive quarters for library materials and programs.
9. Study all library conditions in the state, identify needs from the study, and relate finding to the national plan.
10. Develop cooperative library services and programs on an interstate basis to improve library services in the state and the southwest.

OBJECTIVES AS THEY RELATE TO EACH GOAL

- 1 Goal: Provide leadership at the State level through the Department of Library, Archives and Public Records and the consultant service of its Library Extension Service.
 - 1 Objective: Provide professional consultant services through Library Extension Service by responding to recognized needs.
 - 2 Objective: Provide a program of continuing education and in-service training for library personnel.
 - 3 Objective: Assist the libraries to improve the quality and quantity of library material collections statewide in accordance with adopted standards and local needs.
 - 4 Objective: Assist libraries to develop special collections of materials based on national and state priorities including the disadvantaged and the specific needs of persons with limited English-speaking ability.
 - 5 Objective: Assist libraries to develop special programs and services based on national and state priorities including the disadvantaged and those with limited English-speaking ability.
 - 6 Objective: Improve the quality of audio visual services through out the state.
 - 7 Objective: Develop, promote, and utilize current video technology as applied to library services.
 - 8 Objective: Continued development of the Channeled Arizona Information Network (CHAIN).
 - 9 Objective: Apply automated technology where appropriate to promote service and control cost.
 - 10 Objective: Promote effective use of commercial and public sector library products and services.
- 2 Goal: Strengthen and expand library services for all residents of Arizona through local, county, and regional systems.
 - 1 Objective: Assist the development of regional library systems.
 - 2 Objective: Assist the development of county library systems, in accordance with accepted standards.
 - 3 Objective: Assist the development of urban libraries.
 - 4 Objective: Assist major resource centers to make their holdings more available on a statewide basis through CHAIN, efficient delivery systems, and grants.

- 5 Objective: Assist library systems to meet minimum standards established by the American Library Association (ALA) and the Arizona State Library Association (ASLA).
- 3 Goal: Supply the informational needs of the residents of Arizona through state and regional library networks, coordinating the resources of school, public, academic, and special libraries.
 - 1 Objective: Continue development of the Channeled Arizona Information Network (CHAIN).
 - 2 Objective: Develop programs of cooperative buying, processing, and lending of print and non-print library materials.
 - 3 Objective: Guide development of computer assisted library services at all levels.
 - 4 Objective: Assist county and regional library systems to develop reference collections to meet recommended standards.
- 4 Goal: Offer library services to meet the special needs of American Indians, Mexican-Americans, other ethnic minority groups, persons with limited English-speaking ability, and disadvantaged as defined in Federal Regulations.
 - 1 Objective: Assist libraries to develop special collections of materials based on national and state priorities, including the disadvantaged and the specific needs of persons with limited English speaking ability.
 - 2 Objective: Assist libraries to develop special programs and services based on national and state priorities, including the disadvantaged and those with limited English-speaking ability.
 - 3 Objective: Assist the libraries to improve the quality and quantity of library material collections statewide in accordance with adopted standards and local needs.
 - 4 Objective: Provide a program of continuing education and inservice training for library personnel.
 - 5 Objective: Determine the status of Indian libraries as a basis for planning the development of adequate facilities and services.
 - 6 Objective: Assist libraries to determine the needs of the Spanish-speaking residents in the community and to aid in meeting these needs.
- 5 Goal: Provide library services to meet information needs relevant to national priority programs on the Right to Read, Drug Abuse, Career Development, Early Childhood Education, Aging, Bilingual and Environmental Education.

- 1 Objective: Provide a program of continuing education and in-service training for library personnel to meet these priorities.
- 2 Objective: Assist libraries to develop special collections of materials based on national and state priorities.
- 3 Objective: Provide libraries with special programs and services based on national and state priorities.
- 6 Goal: Provide library services to meet the needs of the residents of state institutions.
 - 1 Objective: Assist institutional libraries to meet minimum standards of the American Library Association (ALA) and other related agencies.
 - 2 Objective: Assist state institutions to develop cooperative library services with other libraries.
 - 3 Objective: Provide a program of continuing education and in-service training for library personnel in line with current needs.
 - 4 Objective: Review and update surveys annually and develop new surveys of all aspects of library services as needed.
- 7 Goal: Identify the blind, physically handicapped and homebound, ascertain their needs, and develop programs to meet these needs.
 - 1 Objective: Obtain a comprehensive survey to identify new patrons.
 - 2 Objective: Increase the use of the program by Spanish-speaking blind and physically handicapped persons.
 - 3 Objective: Make recordings of locally requested materials of local and national interest.
 - 4 Objective: Provide a program of continuing education and in-service training for library personnel.
 - 5 Objective: Develop outreach services to the homebound.
- 8 Goal: Encourage the improvement of facilities to provide adequate and attractive quarters for library materials and programs.
 - 1 Objective: Assist library systems to meet minimum standards established by the American Library Association (ALA) and the Arizona State Library Association (ASLA).
 - 2 Objective: Review and update surveys annually and develop new surveys of all aspects of library service, as needed.

9 Goal: Study all library conditions in the state, identify needs from the study, and relate finding to the national plan.

1 Objective: Coordinate a cooperative study of Arizona's library needs in conjunction with the national plan.

2 Objective: Collect statistics and other information pertaining to regional and county library service programs.

3 Objective: Hold a State Conference on Libraries and Information Science in preparation for the White House Conference on Libraries and Information Science.

10 Goal: Develop cooperative library services and programs on an interstate basis to improve library services in the state and the southwest.

1 Objective: Work with existing interstate organizations to plan cooperative programs.

2 Objective: Develop an overall plan for the Arizona Library Network which incorporates the various current programs and plan new ones.

SECTION III

ACTION TO IMPLEMENT OBJECTIVES

A. GENERAL PROGRAM

Library Extension Service

Library Extension Service consultant staff will be increased as needed. A public relations expert may be employed as needed to help with planning, advising, and implementing projects for the Library Extension Service and in regional library systems. A minority services consultant will be secured to assist in the development of both staff and services of the libraries on Indian reservations as well as other areas containing large concentrations of minority populations.

Library Extension Service will promote the use of special collections throughout the state, to serve as selection aids and to augment local collections in special subject areas of national concerns. Library Extension Service will provide bibliographies, a preview center for new childrens books, and selection guides for local use. By continuously evaluating collections, special emphasis will be placed on weeding as a way of upgrading the collection. Evaluation will also stress the need for increasing book budgets to strengthen the collections.

Special emphasis will be placed on providing library programs based on national priorities, through development of special subject collections, and programs such as outreach service to the homebound, pre-retirement workshops, summer reading packets, and community reading development.

Priority will be placed on acquisition of materials to meet the unique needs of American Indians, Mexican-Americans, and other ethnic groups, assisting the local libraries in selection of Spanish language materials and materials of specific interest to the American Indians.

Audio Visual services will be expanded to meet public and library demand in already existing services, such as films, phonograph records and audio-tapes, slides, and filmstrips; and new materials, such as videotapes and videodiscs, will produced and acquired to improve library services and provide new sources of information and entertainment.

Regional Development

In order to improve the quality and extent of library services in all areas of the state, we propose to aid in the operation of six regional library systems, based on the Arizona Regional Library Systems Handbook and Regulations. These regional library systems will be eligible for State Grants-in-Aid and the Library Services and Construction Act (LSCA) Grants. Regional consultants will be provided as needed until regional library systems are fully organized and operating. A library committee might be included in every regional Council of Government. (See Exhibit No. 5)

County Libraries

With all fourteen county library systems now in operation, there still remains a need in some to supply even the basic services. The Library Extension Service will place special emphasis on alleviation these circumstances by providing consultant services, workshops, and demonstration grants from both state and federal funds. All county libraries will need both consultive and financial assistance to attain their goals and to be able to serve as resource centers for the smaller libraries within their political boundaries.

Disadvantaged and Minority

Special emphasis will be placed on serving the residents of the large number of Indian reservations in the state, through consultant services, workshops, in-service training, and demonstration grants.

Persons who live in a high concentration area of low-income families, where English is not the common language or where culture and customs are unique, will be given special attention when programs and projects are developed.

Continuing Education

The consultant staff of Library Extension Service will provide five state-wide workshops per year and will also serve as staff on workshops sponsored by the county, regional, metropolitan, and community libraries. This staff will also serve as speakers and resource persons to university and community college classes and other events as deemed necessary and advisable.

Video-taped workshops will be planned, sponsored, and presented on a cooperative basis using talents within and outside the library profession. The programs should cover a broad range of subjects from special technical information to current social and economic problems.

Packaged workshops will be developed and distributed throughout Arizona for use in all types of libraries.

Criteria, Policies and Procedures

State Grants-in-Aid, as appropriated by the State legislature, are distributed to the 14 county libraries and the two metropolitan resource centers. A basic grant is given to each county library which meets the eligibility requirements. This basic grant can be used for special demonstration projects, for collection development, and for the extension of new services to the residents of the county. The county library must submit a written plan for the use of these funds within the guidelines provided by the Library Extension Service.

Requirements which must be met in order to be eligible for State Grants-in-Aid include the following. The library must be legally established and have annual contracts with the governing agency as required by Arizona law. The library administrator must be a qualified librarian with a M.L.S., or equivalent qualifications as designated by the State Board of Library Examiners. The library must make facilities and services free and available to all in the county. The library must be open a minimum of forty hours per week. The county library budget must be at least \$10,000, excluding state or federal aid and must have provision for annual increases. The library must submit a copy of its annual report to the Department of Library, Archives and Public Records. The librarian shall attend the annual county librarians meeting and should attend other meetings and seminars related to their professions and sponsored by the Department of Library, Archives and Public Records or the State Library Association. Each county must have a library advisory board or council with county representation.

Funds for State Grants-in-Aid Joint Ventures will be appropriated by the State Legislature and will be used to develop projects for sharing resources and services in order to make information and materials available to Arizona citizens. A basic grant will be given to a library acting as an area resource center for developing and coordinating library and information services to achieve more efficient utilization of area resources. In addition, special joint venture projects must involve more than one type of library. Activity to be considered may include: bookmobile service, reciprocal borrowing, interlibrary loan and reference service, delivery systems, centralized processing and/or acquisitions, and consultant services. These grants may be given to any library in the area and are not limited to area resource centers.

Requirements for basic and special project grants will include legal establishment and contracts as required by Arizona Law. The library must be administered by a qualified librarian, and must make library information available to the public.

B. INSTITUTIONAL LIBRARIES

Adequate Institutional Library Programs and Facilities

The Library Extension Service Institutional Consultant will provide information on standards for adequate library facilities and services, during the planning stages for new state institutions and for those already existing.

Consultant Services

Consultant services will be provided by the professional staff of the State Library agency in all aspects of library development. Emphasis will be placed upon the development of library programs to supplement the educational, vocational, and rehabilitative programs of the institution, as well as supply needed materials for ethnic and minority groups. The Institutional Consultant will be involved in planning basic library services to residents

of state institutions. The basic services will include the provision of information through reference services, well developed and organized collections, interlibrary loan service, and library based programs to promote use of the library.

Adequate Staff

Each state institution should provide funds for staffing its library operations on a continuing basis. Where the size of the institution warrants, qualified personnel should be hired to administer a comprehensive library program. Where staffing remains a difficult problem, the Library Extension Service may assist institutions to develop staff.

Continuing Education

Workshops will be held on an annual basis to acquaint state institutional librarians with national and state priorities.

Interlibrary Cooperation

Interlibrary cooperation will be encouraged and developed by the staff of the State Library agency to promote fuller service from public and other libraries to the state institutions.

Criteria, Procedures and Priorities

Objectives will be measured by:

- Increase in qualified staff from year to year.
- Increased hours of opening.
- Increase in the number of library related programs conducted.
- Improved quality of library collections as determined through surveys.
- Increase in library budgets for institutions.
- Holding workshops as planned
- Number of field visits conducted for consultation.
- Number of institutional libraries cooperating with public libraries through regional development.

C. LIBRARY FOR THE BLIND AND THE PHYSICALLY HANDICAPPED

Publicity and Identification of Eligible Borrowers

In order to inform the 70,000 eligible readers in Arizona every possible method of publicity must be used - from giving talks to local groups to billboard displays. It is through these methods that people learn who is eligible for the program and are thus able to inform others to their eligibility.

County and local libraries will be encouraged to identify the blind and physically handicapped and to publicize and coordinate library activities for them.

Services will be made known to other agencies through personal contact, displays, and loan of special materials.

Indian and Spanish-Speaking Projects

Because Indians and Spanish Americans are the largest ethnic groups in Arizona, emphasis will be placed on providing materials in their languages. These materials will expand the program to the non-English speaking visually and physically handicapped.

Special Collections and Equipment

Develop local groups of volunteers to do recording and purchase commercially recorded materials.

As specialized equipment appears on the market to aid the visually and physically handicapped, such new equipment will be evaluated for possible purchase as a demonstration model.

Evaluation Procedures

Objectives will be measured by:

- Increased number of new readers.

- Increased number of readers of material in languages other than English.

- Increased circulation of materials.

- Number of public libraries participating in the dissemination of information about the program.

D. CONSTRUCTION

Criteria, Procedures and Priorities

To determine the adequacy or inadequacy of public library service and facilities, the Department of Library, Archives and Public Records shall use as criteria:

INTERIM STANDARDS FOR SMALL PUBLIC LIBRARIES: Guidelines Toward Achieving the Goals of Public Library Service. ALA, 1962.
Minimum Standards for Public Library Systems. ALA, 1966.

Fifty percent (50%) of the total funds required to complete the construction project shall be provided by the local participating agency and shall be readily available. In case of an economically deprived area, federal funds may be as much as 80% of total funding.

Procedures will follow the LSCA Title II Regulations.

Construction shall conform to the requirements of Title 34, Arizona Revised Statutes, regulating public buildings and improvements.

Project applications received from localities meeting the requirements already established will be assigned priorities in compliance with the following scale:

1. County libraries and city-county libraries contracting with the State Library Agency to serve as regional libraries unable to provide adequate service.
2. County or city-county library, or branch of the system.
3. Incorporated city or town libraries that are a department of city government with legally established boards and are unable to provide adequate service.
4. Areas without library facilities.

Construction for low income groups has the highest priority. New construction shall have precedence over replacement construction and both shall have priority over the remodeling of an existing building.

Public Library construction projects shall be approved by the Director of the Department of Library, Archives and Public Records as soon as all requirements are met. Priorities shall be assigned:

On October 1 for all projects approved between July 1 and September 30.

As approved for all projects submitted during the remainder of the fiscal year.

Should there be carry-over funds remaining after the construction priorities have been met, a grant could be made for furniture and equipment for prior year's construction. A project approved in the prior year can be revised to provide added funds for furniture and equipment.

To qualify, the applicant shall:

1. Give proof that rising costs of construction and other factors have prevented the use of specific areas of the building due to lack of furniture and equipment.
2. Have available the local matching funds on the same basis as other construction grants.

Opportunity for hearing:

Every agency whose application for funds under the plan for a project for construction of public library facilities is denied will be given an opportunity for a fair hearing before the State Library agency.

Notification of denial of application, including detailed justification of denial, shall be dispatched by the Director of Library, Archives and Public Records or his agent to the applicant by means of certified mail.

Request for a hearing shall be submitted in writing by the appropriate city or county official and dispatched to the Director or his agent not more than (15) days after receipt of notification of denial. This interval is designed to provide sufficient time for discussion before the rejection hearing is scheduled. Reasons for requesting a hearing shall be enumerated and justified.

The requested hearing shall be scheduled within thirty (30) days after the request has been received at the State Library agency headquarters. The Director of the Department of Library, Archives and Public Records, the Attorney General of the State of Arizona or a member of his legal staff, and a member of the Planning Section of the Division of Finance shall comprise the board of review. All decisions shall be made within a period of fifteen (15) days after the close of the hearing. All decisions shall be final.

E. INTERLIBRARY COOPERATION

No one library and no one type of library can be self-sufficient in serving its users. Acceptance of this statement necessarily implies the need for some form of interlibrary cooperation. Fruitful interlibrary cooperation depends upon the presence of certain desirable elements.

1. Effective cooperation depends upon adequate resources, administrative capability, and efficient communications.
2. Though the primary responsibility of each library must be respected, each library must realize its responsibility to the network and assume its appropriate share of the responsibility.
3. All libraries must maintain an attitude of flexibility and experimentation.

The Arizona Library Network

The Library Extension Service will be responsible for the drafting and revision of a long-range proposal to coordinate the information resources available to the residents of Arizona. Such resources include existing collections of scholarly and popular works in print and non-print forms, individual expertise, superior programs or methods of service, and the automated capacities within and outside the state which facilitate access to information. Some of the components of this network currently exist in the regional interlibrary loan and reference system of CHAIN, the contributions to and use of the ANR, and the capacities of OCLC and BALLOTS users provided by national information utilities. Still other components exist at individual institutions which must be identified and secured for other organizations. No doubt some components must be entirely new. The governance, authority, and responsibility of the network must still be defined. Much work will be required in this process, which must be carried out by all Arizona Library communities.

With these elements in mind, the following areas of development are proposed as necessary to provide adequate library service in Arizona.

¹Casey, Genevieve M., INTERSTATE LIBRARY OPERATIONS IN THE UNITED STATES, p.3.

CHAIN

The official responsibility for coordinating and developing the Channeled Arizona Information Network (CHAIN) rests with the Library Extension Service and an Advisory Committee composed of the following members: (1) a representative from each Regional Library Advisory Board, (2) the president of the Arizona State Library Association, and (3) representatives of the state's major resource centers. The CHAIN Coordinator (LES Regional Consultant) and the Director of the Department of Library, Archives and Public Records will organize the activity of the Committee. The Committee will research, study, and make recommendations to the CHAIN Coordinator, who will chair the Committee. The final responsibility for the network rests with the Director of the Department of Library, Archives and Public Records.

Each regional librarian will be responsible for the operation of CHAIN activities in that region, and will implement policies and procedures determined by the Regional Library Advisory Board to accomplish the inter-library loan tasks most efficiently for that region (See Exhibit No. 11).

The Library Extension Service will develop the Arizona Bibliographic Center as a locating center for special materials after local resources have been exhausted. The CHAIN Coordinator will work with the CHAIN Advisory Committee and librarians throughout the state to develop guidelines for interaction among the regions and the Library Extension Service.

Library Extension Service will be responsible for the continued processing and distribution of the Arizona Numeric Register--a union list based on LC Card numbers. The Arizona Numeric Register (ANR) will include the acquisition of public, academic, and special libraries throughout the state, with provisions for retrospective listings when considered necessary.

Cooperative Study of Arizona's Informational Needs

A cooperative study of Arizona's information needs and development of a subsequent program for locating resources within the state that will meet these needs is an essential program if libraries are to meet the growing informational demands of Arizona citizens as outlined in Libraries for Arizona: A Plan written by the ASLA Library Development Committee. The bibliographic information of these resources will be added to the present Arizona Bibliographic Center (ABC) at the Library Extension Service, and will be automated using the newest technologies. Subsequently this bibliographic center will also coordinate activities with other system centers (such as SWLA, and Bibliographic Center for Research, Rocky Mountain Region). ABC/ANR will include information and/or locations for all forms of media.

Sharing of Reference Service and Information

Libraries and other information agencies with special collections and unique professional talents and knowledge in particular subject areas will share reference information and plan for the development of data bank systems with terminals at each library that demonstrates a need. A corollary to this service will be cooperative acquisitions of expensive material in order to fill the out-of-the ordinary needs of public and other library patrons.

Communication and Document Delivery Systems

Two-way communication systems to deliver information and/or documents that include all types of libraries will be studied and the system(s) that best suit Arizona's needs will be developed; such as, in-and-out WATS lines, telefacsimile, TWX service, credit card telephone, XEROX Telecopier system, dataphone, code-a-phone and courier services.

Publicity

County, regional, and urban/suburban libraries will be responsible for developing effective library public relations programs. These programs will be coordinated at the state level, with guidance and assistance from the Library Extension Service. The programs will include cooperation and exchange of ideas and materials; such as displays which could be packaged, transported, and used by many librarians throughout the state. The programs will also include training in communications for library staff - workshops, short courses, and opportunities to learn techniques and develop skills.

Cooperative Materials Storage

All libraries will cooperate to develop storage banks for seldom used journals and occasionally needed books. There must be some system of access to this storage by any person needing the materials. The materials could be stored on film or in bound volumes for long-term preservation.

Library Automation

The Library Extension Service will continue to test, promote, and support the use of public and private sector automated products and services for libraries. Particular attention will be given to the use of remote data banks and their access systems, such as OCLC, BALLOTS, ORBIT, DIALOG, and STAIRS. Information on new services will be constantly gathered and distributed to appropriate organizations.

Interstate Cooperation

Through the Southwestern Library Interstate Cooperative Endeavor (SLICE), Arizona will be involved in interstate programs, such as interlibrary loan and bibliographic control. These programs could involve sharing of such technologies as regional Computer Printouts on Microfilm (COM), Machine Readable Cataloging (MARC) tapes and cooperative states' documents base. Opportunities for continuing education at professional, technical, and clerical levels will be utilized through the project of SLICE, which is designated as the office of Continuing Education for Libraries in the Southwest (CELS).

Arizona will participate in the interstate program sponsored by the Western Council of State Libraries, which has the following objectives.

1. To launch an interstate, in-service continuing education program,

2. to develop continuing education leadership,
3. to prepare and submit proposals for public and private funding for long-range continuing education programs for librarians in participating states,
4. to consult with cooperating state libraries and conduct seminars and institutes for library personnel,
5. to work with state librarians from western states to develop interstate programming for librarians.

Reciprocal Borrowing Privileges

Free borrowing privileges among all types of libraries of nonrestricted materials will be developed by whatever means is mutually agreeable among the libraries within each region.

A comparative study of reciprocal borrowing privileges in other library systems will serve as guidelines for the implementation of reciprocal borrowing privileges throughout Arizona.

Special Libraries

Special libraries (industrial, business, church, law, art museums, etc.) will be encouraged to cooperate in programs with other types of libraries and/or government and private agencies to serve Arizona citizens.

LSCA Title III

The purpose of LSCA Title II is to aid in providing adequate free library service to all the citizens of Arizona through the effective coordination of the resources of the academic, public, school, and special libraries of the state. All libraries in the state are eligible to participate.

Procedure will follow LSCA Title III regulations:

1. Notification to all libraries throughout the state of availability of funds, the purpose of funds, and criteria for application.
2. Applications are sent upon request.
3. Applications are reviewed by the Directory of the Department of Library, Archives and Public Records and the Library Extension Service Regional Consultant, using the following criteria.

The project shall-

- a. involve two or more types of libraries
- b. assure that adequate facilities and staff shall be available to insure success,

- c. provide assurance that there will be future financial support when there may be not more federal aid or when matching funds are required,
 - d. be so conceived and so constructed that it can be used statewide or be applicable statewide,
 - e. define the specific responsibilities of each type of library.
4. Priorities will be assigned in relation to the degree to which the applications meet the above criteria, the funds available, and the resources in finances and personnel at the state agency to provide the necessary leadership and guidance. Projects concerning the continuing education of librarians and interstate cooperation are also considered for funding under LSCA Title III.

SECTION IV
SUMMARY OF EVALUATION METHODOLOGY AND TECHNIQUES

1. Statistics

- a. Population and ethnic groups
- b. Population estimates to determine needs
- c. Number of users compared to population in a given area
- d. Circulation per capita
- e. Interlibrary loan statistics
- f. Cost analysis for specific programs
- g. Other Arizona statistics

2. Standards

- a. COMSTAC Report: Standards for Strengthened Services. National Accreditation Council for Agencies Serving the Blind and Visually Handicapped. NACASBVH, 1966.
- b. Guidelines for Audio Visual Materials and Services for Public Libraries. Public Library Association. ALA, 1970.
- c. Guidelines for Audio Visual Materials and Services for Large Public Libraries. Public Library Association. ALA, 1975.
- d. Guidelines for Library Automation. Barbara Evans Markuson. System Development Corporation, 1972.
- e. Guidelines for Regional Libraries. Library of Congress. Division for the Blind and Physically Handicapped.
- f. Handbook of Data Processing for Libraries 2nd edition. Robert M. Hayes and Joseph Becker. Melville, 1974.
- g. Interim Standards for Small Public Libraries. Public Library Association. ALA, 1962.
- h. The Library's Responsibility to the Aging. Adult Services Division, ALA, 1971.
- i. Library Standards for Adult Correctional Institutions. American Library Association and American Correctional Association, 1975.
- j. Library Standards for Juvenile Correctional Institutions. American Library Association and American Correctional Association, 1975.
- k. Measurement and Comparison of Physical Facilities for Libraries. Library Administration Division. ALA, 1970.
- l. Minimum Standards for Public Library Systems. American Library Association, 1966.
- m. Standards for Children's Services in Public Libraries. Public Library Association. ALA, 1963.

- n. Standards for Library Functions at the State Level. American Library Association. ALA, 1963.
- o. Standards for Library-Media Centers in School for the Deaf. American Instructors of the Deaf. U.S. Department of Health, Education and Welfare.
- p. Standards for Library Services for the Blind and Visually Handicapped. American Library Association. ALA, 1967.
- q. Standards for Library Services in Health Care Institutions. Association of Hospital and Institutional Libraries. ALA, 1970.
- r. Standards for Public Libraries. International Federation of Library Associations. Section of Public Libraries. Verlag Dokumentation, 1973.
- s. Standards for Quality for Bookmobile Service. American Library Association. ALA, 1963.
- t. Standards for Library Services in Residential Facilities for the Mentally Retarded. Section III-J. Accrediation Council for Facilities for the Mentally Retarded. 1975.
- u. Standards for School Media Programs. American Association of School Libraries. ALA, 1969.

3. Monitoring, Project Guidance and Termination

- a. On-site visitation
- b. Correspondence
- c. Regularly scheduled reports of projects by recipients of grants.
- d. Project direction through guidelines.
- e. Additional directives as determined necessary by appropriate consultant staff.
- f. Project termination for failure to comply with guidelines.

4. Evaluation

- a. Written evaluation of projects by LES consultant staff, semi-annually.
- b. Written evaluation of projects by State Grants-in-Aid and LSCA grantees semi-annually or as required.
- c. Continuing evaluation provided by annual program reports.
- d. User response through surveys or interviews.
- e. Comparison of similar projects in other states by study of literature and correspondence.
- f. Continuing evaluation of programs by Advisory Council.
- g. Feedback from dissemination of information about projects.

5. Dissemination of Information

- a. Reports to the Advisory Council at quarterly meetings.
- b. Reports to the ASLA Executive Board quarterly meetings.
- c. Inclusion of the Library Development Committee of ASLA at one or more meetings of the Advisory Board.

- d. Information about on-going projects published monthly in the ASLA Newsletter.
- e. Final evaluation of projects published in the Road Runner distributed to all librarians in the state and interested librarians in other states.
- f. Exchange of information about projects at meetings of the CHAIN Advisory Committee.
- g. Informational newsletters (Regional Newsletter, Institutional News and Notes, Tumbling Stumbleton, Arizona Talking Book News) about ongoing projects and results of evaluation of projects throughout the state, mailed to librarians, trustees, and others interested in library development.
- h. Arizona Regional Library Handbook and Regulations, rev., 1977.
- i. Handbook for County Library Systems, rev., 1977.
- j. Arizona Public Libraries 1976/77 Statistical Report and Directory.
- k. Arizona Library Trustees Handbook, 1975.

SECTION V

HIERARCHICAL ARRANGEMENT OF NEEDS, GOALS AND OBJECTIVES (Including Timeframe, Cost and Evaluation Method)

- 1 **Need:** The growth and development of the Department of Library, Archives and Public Records, particularly the Library Extension Service, need to be continued and amplified, and its services strengthened.

- 1 **Goal:** Provide leadership at the State level through the Department of Library, Archives and Public Records and the Consultant Service of its Library Extension Service.

- 1 **Objective:** Provide professional consultant services through Library Extension Service by responding to recognized needs.

Tasks:

- 1 Assist in the development and implementation of projects in accordance with the national priorities by personal contact, workshops, individualized training, and on-site surveys.
Time: 1978/82 Cost: \$75,000 Evaluation Method: 2e,r;
3a-d; 4a

- 2 Provide individualized training through visiting, video tapes, and materials, on subjects such as budgeting and specific library techniques.
1978/82 \$75,000 2a; 3a-d; 4a

- 2 **Objective:** Provide a program of continuing education and in-service training for library personnel.

Tasks:

- 1 Conduct 5 statewide workshops annually on identified needs.
1978/82 \$90,000 3a-d; 4a,d,g
- 2 Assist in local workshops through planning and participation.
1978/82 \$40,000 3a-d; 4d,g; 5g
- 3 Develop self-contained or demonstration programs to be used on the local level.
1978/82 \$18,000 3a-d; 4d,g
- 4 Serve as a contact point for other agencies that provide continuing education.
1978/82 \$ 7,500 3a-d
- 5 Disseminate information on continuing education activities through a monthly newsletter.
1978/82 \$ 2,500 5g

- 3 Objective: Assist the libraries to improve the quality and quantity of library material collections statewide in accordance with adopted standards and local needs.

Tasks:

- 1 Evaluate the county library collections and provide recommendations of materials.
1978 \$ 1,500 3a
- 2 Encourage budget increases for collection development through survey evaluations and recommendations.
1979/82 \$ 200 3a-d; 4a-d; 5g
- 3 Make bibliographies and selection guides available on the county level and encourage county-wide instruction in their use.
1978/82 \$15,000 2 l-n,r,u; 3a,b; 4a; 5g
- 4 Provide access to new children's materials for examination through the preview center and provide reviews of such materials by local children's librarians through newsletters.
1978/82 \$ 4,000 4d; 5g
- 5 Generate awareness and use of professional library materials, especially those purchased by the State Library, through workshops, bibliographies, and guides.
1978/82 \$47,500 3a-b; 1d, 4d; 5a-g
- 6 Inform librarians and Boards on the necessity of selective weeding to improve collection quality.
1978/82 \$ 7,500 3a-b; 4a; 5g
- 7 Provide special subject collections for examination as selection aids.
1978/82 \$40,000 3a-b; 4d,g; 5g

- 4 Objective: Assist libraries to develop special collections of materials based on national and state priorities, including the disadvantaged and the specific needs of persons with limited English-speaking ability.

Tasks:

- 1 Identify the bi-lingual residents and their needs and assist in meeting these needs through workshops, bibliographies, and special collections.
1978/82 \$12,500 1a; 3a-d; 4d,g
- 2 Provide materials to supplement Early Childhood Education programs.
1978/82 \$24,000 2m,n,r; 3a-d; 4a-g; 5g

- 3 Assist libraries in procurement of Right to Read materials with grants and bibliographies.
1978/82 \$50,750 3a-f; 4a-g
- 4 Assist in providing materials for the aging through bibliographies and special collections.
1978/79 \$1,500 3a-e; 4d-g
- 5 Assist in providing materials for adult education and vocational guidance.
1978/82 \$4,000 3a-e; 4d,f

- 5 Objective: Assist libraries to develop special programs and services based on national and State priorities, including the disadvantaged and those with limited English-speaking ability.

Tasks:

- 1 Disseminate information on national priorities through State Library publications.
1978/82 \$11,500 5g
- 2 Identify demographic characteristics of specific geographic areas to assist in program planning.
1978/82 \$2,250 1a-c; 3d,4d
- 3 Illustrate the effectiveness of specialized library service to the economically disadvantaged and those with limited English-speaking ability through demonstration projects.
1978/82 \$50,000 3a-d; 4a-d,g; 5g
- 4 Require Federal grant proposals to reflect national priorities.
1978/82 \$500 5g
- 5 Identify the homebound aged and encourage specialized services to them, through grants and workshops.
1978/82 \$51,500 3d-e; 4a-d
- 6 Prepare program kits for use on the local level.
1978/82 \$1,250 3a-d; 4a,g
- 7 Acquaint local libraries with the Right to Read concept, such as the Community Reading Development program through visits and publications.
1978/82 \$750 3a-f; 4a-g; 5g
- 8 Provide materials to supplement Early Childhood Education programs.
1978/82 \$20,000 2m,n,r; 3a-d; 4a-g; 5g

- 6 Objective: Improve the quality of audio visual services throughout the state.

Tasks:

- 1 Enlarge and improve the Library Extension Service film collection.
1978/82 \$202,500 1a-d,f,g; 2n; 3c,d; 4a,c-g; 5a,e,g
- 2 Investigate alternative methods of film circulation.
1978 \$ 600 1a-d,4e
- 3 Develop an improved distribution system for audio visual materials at the state, regional and local levels.
1978/79 \$20,300 1a-d,f; 3a; 4e,g; 5a,d,e
- 4 Assist local libraries in developing their audio visual collections and equipment.
1978/82 \$ 450 1a-d,f,g; 2b,c,l,r; 3a-f; 4a-d; 5a,d,e,g
- 5 Develop additional audio visual collections for loan to and use by local libraries including video tapes, audio tapes, phonograph records, film strips, and others.
1978/82 \$32,250 1a-d,f,g; 2b,c,l,r; 3a-f; 4a-d; 5a,d,e,g

- 7 Objective: Develop, promote, and utilize current video technology as applied to library services.

Tasks:

- 1 Enter the mainstream of video activities in libraries nationwide by exchange of information, production, and catalogs, by attendance at appropriate meetings, and by visits to selected libraries with on-going video programs.
1978/82 \$ 9,000 3b, 4a, c-e; 5a,d,e,g
- 2 Establish a video committee to determine and coordinate video production and purchase priorities, and to seek out aggressively in-service training needs suitable to video as a medium.
1978/82 \$ 6,500 3b,d; 4a,d,e; 5a,e,g
- 3 Train librarians statewide in the use, cost, availability, operations, and restriction of video, both produced and purchased, by visits and workshops.
1978/82 \$ 6,500 3a-d; 4a,c,d; 5a,e,g
- 4 Survey the on-going development of cable TV in Arizona to determine library applications and participation when appropriate.
1978/82 \$ 3,250 3a,b; 4e,g; 5a,d,e,g

- 5 Direct and operate a video production facility respondent to the needs of the Department of Library, Archives and Public Records and libraries statewide.
1978/82 \$192,250 2b,c; 3b,d; 4a,c-g; 5a,d,e,g

8 Objective: Continued development of the Channeled Arizona Information Network (CHAIN).

Tasks:

- 1 Encourage all libraries to become involved in CHAIN through visits and workshops.
1978/82 \$ 4,000 3a-c
- 2 Investigate improving interlibrary loan services through regional networks by visits and surveys.
1978/80 \$ 32,100 1d-f; 3a-c; 4d
- 3 Give direction to the interlibrary loan activities among all types of libraries throughout the state by disseminating policies and procedures and updating them when necessary.
1978/82 \$ 1,500 1e,f; 3b,e
- 4 Hold an annual meeting of the CHAIN Advisory Committee to recommend, evaluate, and further develop CHAIN.
1978/82 (See 2-1-5) 5f
- 5 Maintain the Arizona Bibliographic Center catalog by supervision of clerical help.
1978/82 \$ 750 3d,e
- 6 Process and distribute the Arizona Numeric Register monthly.
1978/82 \$117,000 1e,f; 2d,f; 3b,g; 4a,g
- 7 Add Community College holdings to the Arizona Numeric Register through machine readable input files.
1978/82 \$ 8,500 1e,f
- 8 Add Scottsdale Public Library and Mesa Public Library holdings to the Arizona Numeric Register through machine readable input files.
1978/82 \$ 8,500 1f
- 9 Investigate with AMIGOS to transfer Arizona OCLC users' holdings to the Arizona Numeric Register through machine readable files.
1978 \$ 500 1f
- 10 Prepare alternative plans for the possible transition of the Arizona Numeric Register from a locational tool to a union catalog, employing appropriate on-line and batch computer technology.
1978 \$ 1,500 2f

- 9 Objective: Apply automated technology where appropriate to promote service and control cost.

Tasks:

- 1 Maintain catalogs of free and vended computer program.
1978/82 \$2,500 5a
- 2 Publish data on cost benefit techniques.
1978/82 \$2,500 5a-g
- 3 Encourage use of standard formats and data elements for acquisition, cataloging, and interlibrary loan.
1978/82 \$2,500 3a,b; 5e
- 4 Adopt communications protocol standards as they are developed and released by the national committee on telecommunications.
1978/82 \$2,500 3a-b; 4g
- 5 Identify and assemble a catalog of statewide automation projects.
1978/82 \$7,500 3a,b; 4g
- 6 Develop a standard character format compatible with existing hardware resources throughout the state.
1978/82 \$2,500 4d-e
- 7 Review products and provide information about products to libraries anticipating, or engaged in, service programs requiring automated support.
1978/82 \$5,000 4f,g; 5a

- 10 Objective: Promote effective use of commercial and public sector library products and services.

Tasks:

- 1 Construct and maintain an index to product literature.
1978/82 \$5,000 3a-b; 4f,g; 5a
- 2 Initiate a product literature photocopying service.
1978/82 \$ 500 3a-b; 4f-g; 5a
- 3 Compare and evaluate commercial cataloging and processing services by production of a three-ring binder information service patterned after the ALA Library Technology Reports.
1978/82 \$10,000 3a,b; 4f,g; 5a
- 4 Compare and evaluate commercial acquisitions systems by production of a three-ring binder information service.
1978/82 \$4,500 3a,b 4f,g
- 5 Conduct product testing services for new products in special areas of technology.
1978/82 \$1,500 1f

2 **Need:** Quality library service for all Arizona residents.

2 **Goal:** Strengthen and expand library services for all residents of Arizona through local, county and regional systems.

1 **Objective:** Assist the development of Regional Library Systems.

Tasks:

- 1 Assist in defining the regional role in state and national plans through meetings of regional advisory boards and concerned citizens.
1978 \$ 2,000 5g,h
- 2 Define regional goals and coordinate regional activities toward achieving these goals.
1978/82 \$10,000 1a-g; 3a-c; 4a-g; 5g
- 3 Initiate and expand state Grants-In-Aid for joint ventures.
1978/82 \$900,000 1a-g; 3a-f; 4a-g; 5e-h
- 4 Encourage interlibrary cooperation in joint venture activities, such as workshops, regional reciprocal borrowing, publicity programs, and library systems.
1978/82 \$40,000 1e-g; 2 l,r
- 5 Hold annual meetings of the CHAIN Advisory Committee to recommend, evaluate, and further develop the Channeled Arizona Information Network.
1978/82 \$ 5,000 5f
- 6 Encourage the development and coordination of delivery systems for materials through grants and surveys of delivery time.
1978/82 (See task 3) 1c-g
- 7 Insure the maintenance of a minimum of one TWX machine per region.
1978/82 \$75,000 1e,f

2 **Objective:** Assist the development of county library systems, in accordance with accepted standards.

Tasks:

- 1 Compile overall goals for county library development.
1978 \$ 150 2g,k,l,r,s
- 2 Define individual goals and objectives for each county library system.
1978/82 \$ 2,000 1a-d,f-g; 2g,k,l,r,s

- 3 Compare progress toward goals annually.
1978/82 \$ 5,000 3a; 4a-c,g
- 4 Assess county or city/county library budgets to assist in formulating requests from appropriate sources.
1978/82 \$ 750 1f; 2 l,r; 4c
- 5 Assist the libraries to improve the quality and quantity of library material collections through surveys, bibliographies, selection aids, and weeding.
1978/82 (See 1-3-1,3,6) 1b; 2g,1,r; 4a
- 6 Encourage libraries to become more actively involved in regional activities through participation in CHAIN, workshops, and regional meetings.
1978/82 \$ 1,500 1e; 3a-c; 5d,f-g
- 7 Provide each county library with a microfiche reader.
1978 \$ 6,000 3a,c
- 8 Encourage county libraries to expand services to all residents of the county, including the institutionalized, by making at least quarterly visits and establishing bookmobile service, books-by-mail, book deposits, and other outreach programs, through grants and consultation.
1978/82 \$1,507,500 1c-f; 2 l,s; 3a-f; 4a-c,f; 5e-g
- 9 Encourage county libraries to assist all community libraries and outlets to meet minimum standards of library services as established by ALA, ASLA, and the State Library,
1978/82 \$1,707,500 2g,k,l,r,s; 3d,e

3 Objective: Assist the development of urban libraries.

Tasks:

- 1 Assist in defining the role of urban libraries in state and national plans through meetings of the urban librarians.
1978 \$ 750 1b-f; 2 l,r,s; 3b-d; 4a-d,g; 5f
- 2 Encourage the urban libraries to share the goals and objectives of the individual library systems to assist in state-wide development through grants and consultation visits.
1978/82 \$ 103,750 1a-g; 2 l,r,s; 3b-d,g,h; 4b-e,g; 5d-g
- 3 Assist urban libraries to take a leadership role in developing innovative services and providing continuing education opportunities, through grants and consultant visits.
1978/82 \$ 103,750 1b-f; 2 l,r; 3a-h; 4a-g; 5d-g
- 4 Encourage cooperative acquisition of expensive reference materials and in-depth collections in specialized subject areas, through regional meetings.
1978/82 \$ 1,500 1b-g; 2 l,r; 3a-f; 4a-e; 5d

- 5 Assess the progress of urban libraries to meet current standards as established by ALA, ASLA, and the State Library.

1978/82 \$ 750 2 l,r,s; 3a-c; 4c,d; 5d,e,g

- 6 Assist urban libraries to meet or exceed established standards, through grants and consultant visits.

1978/82 \$100,750 2 l,r,s; 3a-f; 4a-g; 5a,d,e,g

- 4 Objective: Assist major resource centers to make their holdings more available on a statewide basis.

Tasks:

- 1 Encourage all libraries to become involved in CHAIN, through visits and workshops.

1978/82 \$ 1,500 3a,b,e; 4f

- 2 Encourage the development and coordination of delivery systems for materials, through grants and surveys of delivery time.

1978/82 (See 2-1-3,6) 1f,g; 3a-d; 4d

- 3 Assist major Resource Centers to develop special collections and services, through grants and workshops.

1978/82 \$251,500 1f

- 5 Objective: Assist library systems to meet minimum standards established by the American Library Association (ALA) and the Arizona State Library Association (ASLA).

Tasks:

- 1 Acquaint local libraries with appropriate standards, through publications, video tapes, and workshops.

1978/82 \$ 8,500 2g,l,r; 3a-d; 4a-g; 5a,b,d,e,g

- 2 Survey libraries annually to determine the extent of progress toward meeting standards.

1978/82 \$ 1,500 1d,g; 2 l,r; 5j

- 3 Assist libraries with budget planning information to aid in meeting standards, through consultation and workshops.

1978/82 \$ 8,600 1f; 2g,l; 3a-c

- 4 Encourage libraries to use available funding toward meeting basic service needs as defined in standards, through consultant visits, publications, and periodic assessments.

1978/82 \$ 3,750 2g,l,r; 3a,b; 4a,c; 5g,j

- 3 Goal: Supply the informational needs of the residents of Arizona through state and regional library networks coordinating the resources of school, public, academic, and special libraries.

- 1 Objective: Continue development of the Channeled Arizona Information Network (CHAIN).

Tasks:

- 1 Encourage all libraries, especially those with unique collections, to become involved in CHAIN, through visits, workshops, and grants.
1978/82 \$17,150 3a-d
 - 2 Produce and distribute the Arizona Numeric Register.
1978/82 (See 1-8-6) 3b
 - 3 Maintain the Arizona Bibliographic Center catalog by funding clerical help to code and file the entries.
1978/82 (25,000) 3d
 - 4 Maintain and up-date the reference collection at Library Extension Service by using selection tools and spending available funds.
1978/82 (See 1-3-5) 2 1,r
 - 5 Find the small but specialized collections throughout the state and continue developing a file of these collections at Library Extension Service.
1978/82 \$ 750 1g; 3a,b
 - 6 Develop an organized plan for the promotion of on-line reference service.
1978 \$ 500 3a-c; 4g
 - 7 Assist in development of a training center for the use of on-line reference within the state.
1978/79 (See 3-1-6) 3a-b; 4g
 - 8 Publish studies of interlibrary loan and reference question flow throughout the state with particular emphasis on cost allocation and distribution.
1978/79 \$ 300 1f; 4g
 - 9 Accelerate interlibrary loan verification and Library of Congress card number location, and provide on-line reference searching through automation systems, such as BALLOTS.
1978/82 \$13,650 1e,f; 3d; 4a,g; 5a
- 2 Objective: Develop programs of cooperative buying, processing, and lending of print and non-print library materials.

Tasks:

- 1 Conduct regional surveys to identify geographic and subject areas where cooperative programs are economically desirable.
1978 \$ 150 lf; 3a,b; 5g
- 2 Strengthen technical services operations at the regional and county level by direct grants and promotion of uniform standards of classification and subject assignment.
1978/82 \$150,000 le,f,g; 2 l,r; 3a-g; 4a-f; 5a,c
- 3 Encourage use of vendor supplied cataloging and processing through grants, instructional materials, and workshops.
1978/82 (See 1-10-2,4,5 and 3-2-2) lf; 3a-g; 4a-g
- 4 Investigate computer assisted and manual lending system connections for common borrower arrangements throughout the state.
1978/82 \$ 800 lf
- 5 Continue to provide cataloging information for county and regional libraries.
1978/82 \$ 2,500 lf; 3b
- 6 Investigate and correct if necessary the integrity of LES held station files for the location of state owned items.
1978 \$ 5,000 3b; 5a
- 7 Continue to acquire, catalog and process Library Extension Service materials.
1978/82 \$175,000 5e

- 3 Objective: Guide development of computer assisted library services at all levels.

Tasks:

- 1 Maintain catalogs of free and vended computer programs.
1978/82 (1-9-1) 4a,b; 5e,g
- 2 Identify and assemble a catalog of state wide automation projects and services.
1978 (1-9-5) 3a,b; 4a-g; 5e,g
- 3 In conjunction with representative offices and staff, develop a comprehensive plan for the implementation and development of statewide automation programs, i.e. an Arizona Library Network.
1978 (10-2-2) 3a,b; 4d,e; 5e,g
- 4 Assist libraries in writing performance and specification measures when contracting for automated services.
1978/82 (1-1-1,2) 3a,b; 5e,g

- 5 Promote the use of on-line technical services/utilities such as BALLOTS and OCLC through grants and assistance in cost analysis.

1978/82 \$102,500 3a-f; 4a-g; 5a-e

- 6 Foster use of on-line reference services such as Lockheed, SDC, and BRS throughout the state by workshops and grants.

1978 \$ 1,000 3a-f; 4a-g; 5a,e

- 7 On request conduct feasibility studies relating to card catalog closure and automated catalog alternatives.

1978/82 \$ 2,250 1f; 3a-c; 4c-e,g

- 4 Objective: Assist county and regional library systems to develop reference collections to meet recommended standards.

Tasks:

- 1 Survey reference collections and provide recommendations of needed materials.

1978 (1-3-1) 2 1,r; 3a,b

- 2 Generate awareness and use of professional library materials through visits and workshops.

1978/82 \$ 2,000 3a,b; 4g; 5e,g

- 3 Assist in selective weeding to upgrade collections.

1978/82 (1-3-6) 3a,b

- 4 Goal: Offer library services to meet the special needs of American Indians, Mexican-Americans, other ethnic minority groups, persons with limited English-speaking ability, and disadvantaged as defined in Federal Regulations.

- 1 Objective: Assist libraries to develop special collections of materials based on national and state priorities, including the disadvantaged and the specific needs of persons with limited English-speaking ability.

Tasks:

- 1 Provide bibliographies of appropriate subject areas.

1978/82 \$ 1,500 2 1-n,r,u; 3a; 4a,g; 5g

- 2 Provide recommended lists of Spanish language materials, and give assistance in dealing with vendors.

1978/82 \$ 2,250 3b; 4g; 5g

- 3 Promote the use of special collections developed at Library Extension Service to serve for examination as selection aids.

1978/82 (1-3-7) 3a,b; 4d,g; 5g

- 4 Provide access to new children's materials for examination through the preview centers and provide reviews of such materials by local children's librarians through newsletters.
1978/82 (1-3-4) 4d; 5g
 - 5 Provide materials to supplement Early Childhood Education programs.
1978/82 (1-4-2) 2m,n,u; 3a-d; 4a-g; 5g
 - 6 Assist in providing materials for minority and LESA (limited English Speaking Ability) groups through bibliographies, workshops, and special collections.
1978/82 \$3,750 3a-d; 4a,g; 5g
- 2 Objective: Assist libraries to develop special programs and services based on national and state priorities including the disadvantaged and those with limited English-speaking ability.

Tasks:

- 1 Prepare program kits for use on the local level.
1978/82 (1-5-6) 3a-d; 4a,g
- 2 Provide material for General Education Diploma (GED) and College Level Examination Program (CLEP).
1978/82 \$5750 3a-d; 4a,g
- 3 Encourage Adult Basic Education through workshops and materials.
1978/82 \$3250 3a-d; 4a,d,g
- 4 Provide materials to supplement Early Childhood Education programs.
1978/82 (1-4-1) 2m,n,r; 3a-d; 4a-g; 5g
- 5 Continue to acquaint libraries with the Right to Read concept, such as the Community Reading Development program, through visits and publications.
1978/82 (1-5-7) 3a-f; 4a-g; 5g
- 6 Disseminate information on national priorities through State Library publications.
1978/82 (1-5-1) 5g
- 7 Identify demographic characteristics of specific geographic areas to assist in program planning.
1978/83 (1-5-2) 1a-c; 3d; 4d
- 8 Illustrate the effectiveness of specialized library service to the economically disadvantaged and those with limited English-speaking ability through demonstration projects.
1978/82 (1-5-3) 3a-d; 4a-d,g; 5g

- 9 Require Federal grant proposals to reflect national priorities.
1978/82 (1-5-4) 5g
 - 10 Identify the homebound aged and encourage specialized services to them, through grants and workshops.
1978/82 (1-5-5) 3d-e; 4a-d
- 3 Objective: Assist the libraries to improve the quality and quantity of library material collections statewide in accordance with adopted standards and local needs.

Tasks:

- 1 Survey all county library book collections, including an update of the 1973 surveys.
1978/82 (1-3-1) 3a, b
 - 2 Assist librarians with cataloging and processing techniques through workshops and publications.
1978/82 (3-2-2)
 - 3 Update 1975 survey of library materials and needs in correctional institutions.
1978/82 \$1050 3a, b, e; 4d
 - 4 Encourage budget increases for collection development.
1978/82 (1-3-2) 3a, b; 4d
 - 5 Make bibliographies and selection guides available on the county level and encourage county-wide instruction in their use.
1978/82 (1-3-3) 2 l-n, r, u; 3a, b; 4a; 5g
 - 6 Provide access to new children's materials for examination through the preview center and provide reviews of such materials by local children's librarians through newsletters.
1978/82 (1-3-4) 4d; 5g
 - 7 Generate awareness and use of professional library materials especially those purchased by the State Library through workshops, bibliographies, and guides.
1978/82 (1-3-5) 3a, b; 4d; 5g
 - 8 Inform librarians and Boards on the necessity of selective weeding to improve collection quality.
1978/82 (1-3-6) 3a, b; 4a; 5g
 - 9 Provide special subject collections for examinations as selection aids.
1978/82 (1-3-7) 3a, b; 4d-g; 5g
- 4 Objective: Provide a program of continuing education and in-service training for library personnel.

Tasks:

- 1 Conduct at least one statewide workshop annually on identified needs.
1978/82 \$ 23,750 4a,g; 5e,g
 - 2 Develop self contained or demonstration programs to be used on the local level.
1978/82 (1-2-3) 3a-d; 4b,g
 - 3 Assist the county libraries in identifying and fulfilling the needs of special ethnic groups.
1978/82 \$251,500 3d; 4a
 - 4 Assist the county libraries to meet the in-service training needs of the reservation librarians.
1978/82 \$ 1,500 3a; 5g,i,k
- 5 Objective: Determine the status of Indian libraries as a basis for planning the development of adequate facilities and services.

Tasks:

- 1 Define the role of Indian libraries in state and national plans.
1978 \$ 1,500 2g,l 4f
 - 2 Update 1974 survey of Indian libraries.
1978/79 \$ 600 3a,b
 - 3 Develop 5 year plan with annual increments for library services on Indian reservations, commensurate with existing standards.
1978/82 \$ 1,050 2g; 3a,b; 4d
 - 4 Retain a consultant to instruct staff in Indian Libraries concerning current library techniques and procedures.
1978/82 \$ 80,000 3a,b,d; 4b,g; 5e
 - 5 Evaluate progress annually to assess the development of Indian libraries.
1978/82 \$ 1,500 2g; 3a,b; 5j
 - 6 Consult with tribal officials to plan special collections and services appropriate to each tribe.
1978/82 \$ 1,500 2c; 3a,b,d
- 6 Objective: Assist libraries to determine the needs of the Spanish-speaking residents in the community and to aid in meeting these needs.

Tasks:

- 1 Identify the Spanish-speaking residents through surveying communities.
1978/79 \$ 25,000 3d; 4d

- 2 Provide recommended lists of Spanish-language materials and sources for purchase.
1978/82 (4-1-2) 3b; 4g; 5g
- 3 Select and purchase audio visual material which will reflect the Mexican-American culture and help to meet identified needs.
1978/82 (4-1-2) 3a-d; 4a,c,d,g; 5b,c,d,e,g
- 4 Assist institutional libraries to develop special collections of Spanish language materials for their residents through grants and consultations.
1978/82 \$ 5,750 3a-f; 4a-c,f,g

5 Goal: Provide library services to meet informational needs relevant to national priority programs on the Right to Read, Drug Abuse, Career Development, Early Childhood Education, Aging, Bilingual and Environmental Education.

- 1 Objective: Provide a program of continuing education and in-service training for library personnel to meet these priorities.

Tasks:

- 1 Conduct at least one state wide workshop annually on identified needs.
1978/82 (1-2-1) 3a-d; 4g; 5e,g
- 2 Develop self-contained or demonstration programs to be used on the local level.
1978/82 (1-2-3) 3a-d; 4g
- 3 Acquaint libraries with national priority programs through publications, workshops, and video tapes.
1978/82 \$10,000 4a; 5g
- 4 Encourage the use of volunteers to assist with national priority programs.
1978/82 \$ 7,500 3a,b,d; 4g; 5g
- 5 Prepare and conduct workshops on pre-retirement planning.
1978/79 \$ 4,750 3a; 4a,g

- 2 Objective: Assist libraries to develop special collections of materials based on national and state priorities.

Tasks:

- 1 Assist in providing materials for minority and limited English-speaking ability groups through bibliographies, workshops, and special collections.
1978/82 (Goal 4-1-6) 3a-d; 4a,g; 5g

- 2 Provide access to new children's materials for examinations through the preview centers and provide reviews of such materials by local children's librarians through newsletters.
1978/82 (1-3-5) 4d; 5g
- 3 Assist libraries with the procurement of Right to Read materials, through bibliographies and special high-interest low-vocabulary collection.
1978/82 \$2,550 3a-f; 4a-g; 5a
- 4 Provide special subject collections for examination as selection aids.
1978/82 (1-3-7) 3a,b; 4d; 5g
- 5 Provide materials to supplement Early Childhood education programs.
1978/82 (1-4-2) 2m,n,r; 3a-d; 4a-g; 5g
- 6 Assist in providing materials for the aging through bibliographies and special collections.
1978/82 \$2,250 3d-e; 4g; 5g
- 7 Assist in providing materials for adult education and vocational guidance..
1978/82 \$3,000 3d-e; 4g; 5g
- 8 Develop lists and bibliographies of A-V materials which may be purchased by the libraries or borrowed from Library Extension Service.
1978/82 \$8,250 2b,e; 4a,c-e,g; 5a,d,e,g
- 9 Assist institutional libraries to develop collections of materials that support vocational rehabilitation programs.
1979/82 \$8,350 3a-f; 4a-g; 5a,d,e,g

- 3 Objective: Provide libraries with special programs and services based on national and state priorities.

Tasks:

- 1 Provide materials to supplement Early Childhood Education.
1978/82 (1-4-2) 2 1,m,r; 3a-d; 4a-g; 5g
- 2 Continue to acquaint libraries with the Right to Read and encourage initiation of cooperative programs with local Right to Read officials, such as Community Reading Development projects.
1978/82 (1-5-7) 3a-f; 4a-g; 5a,g
- 3 Identify homebound aged and provide specialized services.
1978/82 (1-5-5) 3d-e; 4a-d
- 4 Prepare program kits for use on the local level.
1978/82 (1-5-6) 3d; 4d,g

- 5 Provide films, video tapes, phonograph records, and audio tapes for special programs based on national and state priorities.

1978/82 \$21,000 1a-d,f,g; 4a,d,g; 5a,d,e,g

3 Need: Adequate library service to all residents of Arizona Institutions.

- 6 Goal: Provide library services to meet the needs of the residents of state institutions.

- 1 Objective: Assist institutional libraries to meet minimum standards by the American Library Association (ALA) and other related agencies.

Tasks:

- 1 Encourage libraries to employ a paid staff that meets established library service standards through grants, demonstrations, and consultation.
1978/82 \$73,750 3a-d; 4a-g
- 2 Assist libraries to improve materials collections in accordance with adopted standards and local needs by providing lists, bibliographies, and consultation.
1978/82 \$ 2,500 3a-f; 4a-b
- 3 Assist libraries to develop special collections based on national and state priorities, including the disadvantaged and those with Limited English Speaking Ability, by identifying those priorities that exist in each institution, and providing assistance in acquisition of materials through bibliographies, grants, and demonstrations.
1978/82 \$13,550 3a-f; 4a-c,f
- 4 Continue promoting larger library budgets for state institutions in accordance with local needs and adopted standards through consultation and measurement surveys.
1978/82 \$ 5,250 3a,b
- 5 Assist libraries in procurement of Right to Read materials through grants, demonstrations, bibliographies, and consultation.
1978/82 \$ 7,100 3a-f; 4a-d,f,g
- 6 Assist those institutions without libraries to develop library collections and facilities, through grants, consultation, and technical assistance.
1978/82 \$34,500 3a-f; 4a-g
- 7 Assist institutions to develop library objectives to be accomplished on an annual basis, through consultant services.
1978/82 \$ 3,250 3a-b

- 2 Objective: Assist state institutions to develop cooperative library services with other libraries.

Tasks:

- 1 Continue institutional interlibrary loan activity with regions and/or the Library Extension Service through workshops and visits.
1978/82 \$ 2,750 3a,b
 - 2 Study the feasibility of adding holdings of institutional libraries to the numeric register and if feasible begin adding these holdings, both retrospective and current.
1980 \$ 150 3a,b,de
 - 3 Expand delivery system to include institutional libraries.
1978/82 (2-1-6) 3a,b
 - 4 Promote institutional library/public library cooperation through expanded regional development.
1978/82 \$ 1,500 3a,b
 - 5 Study a duplicate materials exchange at the State Library for institutional libraries.
1978 \$ 250 3b
 - 6 Acquaint libraries with Right to Read and encourage initiation of cooperative programs with local Right to Read officials, such as a Community Reading Development Project.
1979/82 \$33,300 3a-f; 4a-f; 5a,b,g
 - 7 Assist state institutional libraries to develop collections of materials that support vocational rehabilitation programs by providing lists of materials, and through grants and continuing education activities.
1978/82 (5-2-9) 3a-f; 4a-f; 5a,b,g
 - 8 Assist in providing materials for the support of Adult Basic Education programs in institutional libraries by providing lists and consultation, and through demonstrations and workshops.
1980/82 \$ 2,450 3a-f; 4a-f; 5a,b,g
- 3 Objective: Provide a program of continuing education and inservice training for library personnel in line with current needs.

Tasks:

- 1 Develop instructional programs concerning specific library techniques, with the aid of video and other media.
1978/82 (1-7-2) 3a,b; 4a,c,d; 5a,d
- 2 Provide individualized training to meet local needs through inservice training sessions and in-depth consultation.
1978/82 (1-1-2) 3a,b,d,g

- 3 Conduct workshops and institutes for institutional librarians and administrators to meet identified needs.
1978/82 (1-2-1) 4d

- 4 Objective: Review and update surveys annually and develop new surveys of all aspects of library service as needed.

Tasks:

- 1 Assist institutional librarians to reassess development of their programs by surveying the conditions of the resources, staff, and programs and reporting on these conditions through written reports and evaluation workshops.
1978/82 \$3750 3a,b; 4d; 5a; 5g
- 2 Assess the needs of institutional libraries on a bi-annual basis to establish consultation priorities. One institution will receive added assistance each six month period.

1978/82 \$1200 3a,b
- 3 Assist institutional librarians to develop library collections and programs that support educational, rehabilitational, and recreational goals of their institution by measuring them with national standards through surveys and consultant services.
1978/82 (6-4-1) 3a,b; 4d
- 4 Assess the needs of residents of the mental health and correctional institutions for information and library service through a needs assessment survey.
1980/81 \$ 600 3a,b; 4d
- 5 Contribute information to surveys being conducted by other agencies and interested groups from outside the state when requested.
1978/82 \$ 750 3b
- 6 Annually contribute library use statistics for institutional libraries to statewide statistics for public libraries.
1978/82 \$1500 3a,b

- 4 Need: Blind and physically handicapped persons identified and provided with full library services.

- 7 Goal: Identify the blind, physically handicapped, and homebound, ascertain their needs, and develop programs to meet these needs.

- 1 Objective: Obtain a comprehensive survey to identify new patrons, and initiate appropriate services.

Tasks:

- 1 Conduct comprehensive surveys to identify new patrons.
1978/82 \$10,000 3a-c; 4d

2 Utilize information gathered through community homebound surveys to locate blind and physically handicapped statewide and to include them in existing programs.
1978/1979 (See Task 1) 3b

3 Continue to publicize the programs available by use of media services.
1978/82 \$ 2,500 4a,f; 5a,e

2 Objective: Increase the use of the program by Spanish-speaking blind and physically handicapped persons.

Tasks:

- 1 Continue to produce Spanish language materials.
1978/82 \$10,000 4e-g; 5a,e
- 2 Continue to prepare publicity materials in Spanish.
1978/82 \$ 2,500 4e; 5a
- 3 Establish and expand programs of service to the Spanish-speaking blind and physically handicapped in institutions.
1978/82 \$ 5,000 3a-c; 5a

3 Objective: Make recordings of locally requested materials of local and national interest.

Tasks:

- 1 Continue to produce materials on a regular basis.
1978/82 \$35,000 4a,d-g; 5a,e,g
- 2 Assess the needs of readers regularly.
1978/82 \$ 5,000 4d; 5e,g
- 3 Recruit and train volunteers for the program.
1978/82 \$ 5,000 4a,d-g; 5a,e,g
- 4 Upgrade the quality of the program.
1978/82 \$35,000 3a,c; 4a-g; 5a,b,e-g

4 Objective: Provide a program of continuing education and in-service training for library personnel.

Tasks:

- 1 Develop information programs concerning specific library techniques.
1978 \$ 150 3a,b; 4a,d-e; 5a
- 2 Provide individualized training to meet local needs.
1978/82 \$ 7,500 3a,b,d,e

- 3 Conduct institutes and workshops for all types of library personnel to meet identified needs.
1978/82 \$10,000 3a,b; 4d,g; 5g
- 4 Create awareness of services available to blind, physically handicapped, and homebound.
1978/82 \$10,000 3a,b; 4d; 5g

5 Objective: Develop outreach services to the homebound.

Tasks:

- 1 Recruit and train volunteers to serve the homebound.
1978/82 \$ 5,000 3a,b; 5g
- 2 Provide programs in nursing homes, and other such facilities.
1978/82 \$40,000 3a-d; 4a-d,g
- 3 Expand home delivery service to the homebound, through grants and workshops.
1978/82 \$25,000 3a-d; 4a-d,g

5 Need: Adequate facilities for Arizona libraries.

8 Goal: Encourage the improvement of facilities to provide adequate and attractive quarters for library materials and programs.

1 Objective: Assist library systems to meet minimum standards established by the American Library Association (ALA) and the Arizona State Library Association (ASLA).

Tasks:

- 1 Provide information to libraries to assist them in obtaining adequate facilities that meet the standards.
1978/82 \$ 750 2g,k,l,r; 3a,b
- 2 Encourage all libraries to provide access for the handicapped.
1978/82 \$ 750 3a,b; 4d-g; 5d,e,g
- 3 Encourage all libraries to provide public restroom facilities, including access by the handicapped.
1978/82 \$ 750 3a,b; 4d-g; 5d,e,g
- 4 Provide information on funding sources for building and remodeling.
1978/82 \$ 750 3b; 4e; 5d,e,g
- 5 Distribute Title II construction funds when available.
1978/82 \$ 800 3a-f; 4a-c; 5a,e,g,j

- 2 Objective: Review and update surveys annually and develop new surveys of all aspects of library service, as needed.

Tasks:

- 1 Maintain a record of library facilities throughout the state in order to assist local libraries in obtaining funds for construction.
1978/82 \$ 900 1a-g; 2k; 3a,b
- 2 Analyze such collected data and publish reports which easily illustrate the position of Arizona libraries as compared to one another and to other states.
1978/82 \$ 750 5e,g

- 6 Need: Comprehensive, current information on all libraries in the state.

- 9 Goal: Study all library conditions in the state; identify needs from the study; and relate findings to the national plan.

- 1 Objective: Coordinate a cooperative study of Arizona's library needs in conjunction with the national plan.

Tasks:

- 1 Collect sufficient data to provide an analysis of library service levels to compare with current standards.
1978/82 \$ 4,750 1a-g; 3a,b
- 2 Maintain a record of library conditions throughout the state in order to assist libraries to provide service and understand community library needs.
1978/82 \$13,750 1a-g; 3a,b
- 3 Collect statistics on weeding of collections.
1978/82 \$ 250 3a,b
- 4 Disseminate information on proper record keeping procedures to County Library staffs.
1978/82 \$ 1,700 3a,b
- 5 Assist County libraries to verify integrity of their statistical reports through on site visits to local libraries.
1978/82 \$ 750 3a,b

- 2 Objective: Collect statistics and other information pertaining to regional and county library service programs.

Tasks:

- 1 Develop and maintain standard formats for the collection of such information
1978/82 \$ 750 5g

- 2 Collect and analyze regional and intraregional interlibrary loan statistics.
1978/79 \$ 750 1a-g
- 3 Collect and analyze regional and intraregional document delivery statistics.
1978/82 \$ 2,250 1a-g; 3a,b
- 4 Develop methods for analyzing the impact of the ANR on interlibrary loan traffic.
1978 \$ 150 1a-g
- 5 Project interlibrary loan traffic requirements originating from the use of on-line reference service.
1978/80 \$ 450 1a-g

- 3 Objective: Hold a State Conference on Libraries and Information Science in preparation for the White House Conference on Libraries and Information Science.

Tasks:

- 1 Coordinate a planning commission to plan a State Conference on Libraries and Information Science.
1978 \$ 5,000 1a-e; 2a-u; 4f,g; 5a-g
- 2 Implement the plans of the State Library and Planning Commission to hold a state conference on libraries in the fall of 1978 or winter of 1979.
1978/79 \$20,000 1a-e; 2a-u; 3b-e; 4a-g; 5a-g
- 3 Conduct a statewide needs assessment through the State Library Advisory Council by contract.
1978/79 \$25,000 1a-e; 2a-u; 3b-f; 4a-g; 5a-g

- 7 Need: Broader participation in multi-state cooperative activities.

- 10 Goal: Develop cooperative library services and programs on an interstate basis to improve library services in the state and the southwest.

- 1 Objective: Work with existing interstate organizations to plan cooperative programs.

Tasks:

- 1 Assist in planning continuing education programs with the Western Council of Libraries as compatible with state continuing education plans.
1978/82 \$ 7,500 3b; 4a,d,e; 5a
- 2 Continue to work with the Western Council to utilize the collected data.
1978/82 \$ 7,500 1e-g; 2d,g,l,r; 3b,d,e; 4a,c,d; 5a,d,e,g

- 3 Investigate existing interstate organizations and acquire needed services where feasible.
1978/82 \$ 750 3a,b; 4d,e; 5d,e,g
 - 4 Utilize workshops, personnel, and continuing education packages offered by the CELS (Continuing Education for Library Staffs) project of the Southwestern Library Association.
1978/82 \$10,000 3a,b; 4d,e; 5d,e,g
 - 5 Contribute to the activities of the CELS project in planning and evaluating continuing education programs.
1978/82 \$15,000 3a,b; 4d,e; 5d,e,g
- 2 Objective: Develop an overall plan for the Arizona Library Network which incorporates the various current programs as well as planning new ones.

Tasks:

- 1 Accept responsibility for and create consensus among the various library communities regarding common goals for the access and use of all library resources within the State of Arizona.
1978/82 \$ 750 2a-u
- 2 Compose the first draft of an overall Arizona Library Network plan to present to concerned librarians and groups, such as the ASLA Committee on Automation, the Arizona State Advisory Council on Libraries, and the Arizona Automation Task Force.
1978 \$ 1,650 3a,b; 5a-g
- 3 Revise and complete the Arizona library network plan involving all libraries in the State of Arizona and distribute widely.
1979 \$ 2,000 5a-g